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DIARY NOTES

25X1A A-DD/A [redacted] 7 July 1953

1. At the Deputies' Meeting I inquired of Mr. Dulles as to whether we were to make a report to the Psychological Strategy Board on the status of our Psychological Program. He has not discussed this with the Board as yet but will at today's PSB Meeting.

2. Talked to Mr. Dulles about his plans for contacting Congressman Taber with respect to the implementation of new projects and the personnel ceiling. He indicated that he wanted to talk to [redacted] first and might delay the matter for a few days. (In view of the fact that he has now been called for a Senate Hearing at 1:30 p.m. on Friday, I do not believe that he will do anything on this before sometime next week.) 25X1A9a

3. At the Assistant Director's Meeting the budget cut and personnel ceiling were discussed. I advised the Assistant Directors that we would continue to enter on duty clerical personnel already in process and that if they had specific individuals whom they wanted badly and could absorb in some way if their ceilings were frozen as of 30 June we would also enter them on duty. I added that we would be glad to consider any special cases that anyone wanted to call to our attention. 25X1A9a

25X1A9a 4. I briefed Mr. Dulles on the case of [redacted] who is in the hands of the Arlington police. The Personnel Office is attempting to seek Mr. [redacted] resignation.

25X1A9a 5. Asked [redacted] to expedite new Regulations which would authorize Deputies to approve of personnel under their jurisdiction making speeches.

6. Asked Ed Saunders to investigate the amount of work involved in Agency components requesting permission to work overtime, compare it with the results, and give me a recommendation as to whether or not time and money were being wasted. 25X1A6a

25X1A5a1 7. Re-emphasized to Ed that Mr. [redacted] hoped to have occasion to use Command- [redacted] as a consultant frequently.

8. Discussed with Ed what our next move should be concerning the increase in supergrades for the Agency. We agreed that no action should be taken at this time.

9. Told Ed Saunders that I had a strong feeling that the Organization and Methods Service was working on projects that were not always the most important

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and asked him to give that staff closer direction. 25X1A9a

[redacted]

11. Reminded Mr. Saunders that we had committed ourselves to furnish the Bureau of the Budget with a summary of [redacted] including facilities which are rented or otherwise available. 25X1A 25X1A9a

12. I suggested to Ed that he get the file of [redacted] and consider him for a possible position on the O&M staff.

25X1A9a 13. [redacted] advised me that the Director had decided to defer his contemplated change in procedure for approval of consultants (whereby Deputies could approve of their appointments) until General Cabell got back and had a chance to go over this matter.

25X1A9a 14. Interviewed [redacted] who made a good impression, and referred him to Jim Garrison. 25X1A6a

15. Bill Peel reports that [redacted] Street is clear; all of our furniture is out; we have turned the building over to the General Services Administration and their guards are now in custody of the place. 25X1A9a

16. Discussed with [redacted] a probable trip by representatives of the Bureau of the Budget during which they want to look at some of our construction. He will see what arrangements can be made.

17. Also discussed with Ted my proposal to make a thorough survey, division by division, of the administrative staffs of the DD/P area, bringing in not only the Organization and Methods Service, but Personnel, Logistics, Finance, etc. He agreed with this approach and I will take the necessary action to lay it on. H

25X1A9a 18. Talked to John Cooper, Department of Agriculture, concerning [redacted] 25X1A9a [redacted] who is interested in a position with this Agency. Mr. Cooper, who has worked in the Secretary's Office for a number of years, thinks very highly indeed of [redacted] 25X1A9a and says that he has done an outstanding job in the Department of Agriculture. He feels certain that we would not go wrong in hiring him for any general administrative position.

25X1A12 [redacted] H

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25X1A9a 20. Have asked [redacted] to expedite Regulations now in preparation concerning the new concept of Agency Regulations and [redacted] as well as that Regulation having to do with funding mechanisms which we met on one day last week.

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21. Ed Saunders was in with a voucher amounting to approximately three quarters of a million dollars of 1952 money which was necessary because a 1951 voucher was not signed by the Director in time to use 1951 money. This voucher had left the Finance Division about 24 June but was not flagged in any way to indicate either to the Comptroller or this Office that there was any urgency about signing it. Ed and I agreed that this was a most serious error which, in years of a tighter budget, might be disastrous. I emphasized to him that he should take the necessary action to insure that this does not happen again.

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[redacted]

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23. Because we are making some space in Building [redacted] available to the [redacted] it will be necessary to move the Comptroller to Alcott Hall. The office space is not as desirable but it will put him closer to his own activities. Ed is reluctant to do this. However, after personally looking at the space I have decided that it is the best thing to do under the circumstances and have so informed him.

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